OPERATIONS BUSINESS TEAM
June 14, 2000 (DRAFT)

	OPPORTUNITY CATEGORY	DECISIONS AND ACTIONS	STATUS / ISSUES / COMPLETION DATES	NEXT OBT REVIEW DATE	RESPONSIBLE PERSON(S)
1	Costs & Cash Flow	Operations Strategic Plan Update	Strategic Plan update given. Next review for direct reports scheduled for 10/26/00.	DONE	H. Burnley
2	Organizational Capability	MONTHLY - Creating the Future Update	OBT "Want to Do List" for 10X Vision reviewed and to be distributed to all OBT direct reports.	DONE	OBT
3	**All Categories**	**Questions & Issues**	**OBT to give answers during Team Check-In. Time: 2 hrs.**	**6/16/00**	**JRN**
4	**Communications**	**Intranet Council**	**T. Jarona & B. Kelly to make presentation. Time: 45 min.**	**6/16/00**	**JRN**
5	**Consolidation & Integration**	**Production Plan Update**	**R. Kelly to give update. Time: 30 min.**	**6/16/00**	**H. Burnley & SR**
6	**Costs & Cash Flow**	**MONTHLY - Operations Budget Update**	**April / May review scheduled for the 6/16/00 meeting. Time: 30 min.**	**6/16/00**	**M. Saine**
7	**Costs & Cash Flow**	**Park 500 / LTR Sourcing Issues**	**K. Kriva to make presentation. Time: 15 min.**	**6/16/00**	**H. Burnley**
8	***Organizational Capability***	***CTF Update***	***S. Rivera to give update. Time: 20 min.***	***6/16/00***	***SR & K. Benner***
9	***Organizational Capability***	***Manufacturing Focus***	***S. Rivera to make presentation. Time: 25 min.***	***6/16/00***	***SR***
10	**Organizational Capability**	**PMEF Update**	**C. Comes to give update. Time: 30 min.**	**6/16/00**	**T. Hanson**
11	**Organizational Capability**	**Quality of Worklife**	**T. Jarona to revisit Personal Services further after the fitness center opens. Time: 20 min.**	**6/16/00**	**H. Long**
12	**Quality System Implementation**	**Quality System Milestone Review for Manufacturing**	**J. T. White to give update. Time: 25 min.**	**6/16/00**	**JAC**
13	**Quality System Implementation**	**Quality System S Curve & Milestone Update**	**J. Williams to give update. Time: 20 min.**	**6/16/00**	**JAC**
14	Compliance	Case Tracking	R. Talley to make presentation.	6/29/00	JAC

PM30013367 19

Source: https://www.industrydocuments.ucsf.edu/docs/tgbk0001

15	Compliance	Ingredient Disclosure Model	D. L. Williams to make presentation. Time: 20 min.	6/29/00	R. Cox
16	Compliance	QUARTERLY Review - Warrant Response Plan	*Update to be distributed to OBT prior to 6/29/00 meeting. J. Holleran to address any questions briefly at the meeting.*	*6/29/00*	J. Holleran
17	Consolidation & Integration	Bureaucracy Challenge Update	L. Pulsifer to give update.	6/29/00	H. Burnley
18	Costs & Cash Flow	Financial Control Process Improvements	Recommendations made concerning job rotations in certain areas to improve financial controls. OBT members to review job rotation opportunities within their areas and present action plan in 60 days.	6/29/00	M. Saine
19	Costs & Cash Flow	Manufacturing Yield Measures	J. Calloway and D. Saunders to make presentation. Time: 30 min.	6/29/00	SR & M. Saine
20	Costs & Cash Flow	QUARTERLY Review - Strategic Equipment Reserve	R. Arents to make presentation.	6/29/00	G. Cummings & SR
21	Costs & Cash Flow	Strategic Plan Review - Cost (Leaf), Competitiveness, Capability	L. Pulsifer to facilitate review. Time: 1 hr. 30 min.	6/29/00	H. Burnley
22	*Organizational Capability*	*Intern Feedback*	*N. Davis to make presentation. Time: 20 min.*	*6/29/00*	*K. Benner*
23	Organizational Capability	Technician 2000	R. Driver & B. Kanipe to make presentation. Time: 30 min.	6/29/00	K. Benner
24	Quality System Implementation	Management Review 2	D. Connor & R. Fenner to make presentation. Time: 1 hr.	6/29/00	JAC
25	Consolidation & Integration	Plug Wrap Spec Optimization	M. Mobrem to give update. Time: 15 min.	7/20/00	U. Nyffeler
26	Consolidation & Integration	Standardize All KS to 83mm & 100's to 98mm	M. Mobrem to give update. Time: 15 min.	7/20/00	U. Nyffeler
27	Costs & Cash Flow	Project Symphony Update	H. Burnley and J. Carboni to make presentation. Time: 30 min.	7/20/00	H. Burnley

PM3001336720

Source: https://www.industrydocuments.ucsf.edu/docs/tgbk0001

OPERATIONS BUSINESS TEAM
June 14, 2000 (DRAFT)

28	Costs & Cash Flow	Strategic Plan Review - Cost (DM), Compliance, Communications	L. Pulsifer to facilitate review	7/20/00	H. Burnley
29	Organizational Capability	CTF Recognition Efforts	B. Hage to make presentation. Time: 1 hr.	7/20/00	K. Benner
30	Organizational Capability	Grade 11 & Below Talent Discussion	R. Driver to facilitate discussion which will last approximately one half of the meeting.	7/20/00	JRN
31	Quality System Implementation	SEMI-ANNUAL - Review of PM USA Sanitation Program	D. Chadick to give review	7/20/00	R. Cox & JAC
32	Costs & Cash Flow	Strategic Plan Review - Cost (Converting, Other)	L. Pulsifer to facilitate review	8/17/00	H. Burnley
33	Organizational Capability	PPP & Promotability Ratings - Calibration Discussion	R. Driver to facilitate. Time: 1 hrs.	8/17/00	K. Benner
34	Compliance	EHS Assessment 1st Half 2000 Results	C. Stiff to give review. Time: 30 min.	8/31/00	DLM
35	Organizational Capability	*Organizational Review*	Meeting to be devoted to this topic.	9/28/00	K. Benner
36	Compliance	SEMI-ANNUAL Safety System Management Review	D. Merrill & C. Stiff to coordinate review.	10/12/00	DLM
37	Incentives & Compensation	IC/Stock Review	Time: 2 hrs.	10/12/00	K. Benner
38	Costs & Cash Flow	Operations Strategic Plan Update	L. Pulsifer to facilitate review by OBT for direct reports.	10/26/00	H. Burnley
39	*Organizational Capability*	*Technical Ladder Promotion Review*		*11/9/00*	*K. Benner*

PM3001336721

Source: https://www.industrydocuments.ucsf.edu/docs/tgbk0001